

Sustainable Buildings Implementation Plan

Required Components.

All agencies subject to Executive Order 13423 are required to submit on August 15th, and annually thereafter, a plan that outlines how the agency will ensure that (1) all new facilities and renovation projects implement design, construction, and maintenance and operation practices in support of the sustainable design/high-performance buildings goals of the E.O. and statutory requirements and (2) existing facilities' maintenance and operation practices in support of the goals of the E.O.

Agencies have the flexibility to design their Sustainable Building Implementation Plan as a “stand-alone” document or to incorporate their plan into the agency Asset Management Plan as an appendix.

The Guiding Principles of the Federal Leadership in High Performance and Sustainable Buildings Memorandum of Understanding including:

- employment of integrated design principles
- optimization of energy efficiency and use of renewable energy
- protection and conservation of water
- enhancement of indoor environmental quality, and
- reduction of environmental impacts of materials

Agency implementation plans shall incorporate, at a minimum, the following required components:

- A clear, quantifiable, and achievable vision which is clearly communicated to all agency personnel.
- Specific sustainability performance targets for all buildings. This covers existing assets, new construction, renovation, and leases.
- A sustainability assessment of the existing building capital asset portfolio subject to the Executive Order, including identification of assets that meet the five Guiding Principles, to the greatest extent practicable.
- Identification of a cross functional team responsible for decision-making directly related to the implementation of the agency's plan. This could include procurement, legal, budget, facility and energy management, vehicle fleet management, environmental management, and technical support.
- An assessment of current policy, criteria, contracts, training, and other areas, identifying gaps in the agency's sustainable building program. The implementation plan shall prioritize and address any corrective actions.
- Identification of key, results-oriented action items including major milestones (achievable in 6 month increments) and responsible parties for completing the specified actions. Agencies may opt to incorporate these milestones into the agency three year timeline as a “sustainability” section or as part of the stand alone implementation plan.
- Prioritized series of initiatives to secure the greatest return on investment (both quantitative and qualitative).
- Approach for addressing regional factors and focus areas where initiatives can be adapted to local conditions.
- Compliance with OMB Circular A-II, Part 7, on capital programming and developing business cases (300) in advance of funding requests for all major projects.

- The agency's capital asset threshold and supporting information including application of the threshold to building assets.
- Summary information on the agency's owned and leased inventory including:
 - total number of building assets and the aggregate gross square footage associated with the buildings.
 - total number of buildings above the capital threshold and the aggregate gross square footage associated with those buildings.
 - total number of buildings below the capital threshold and the aggregate gross square footage associated with those buildings.

EO 13423 language:

Sec. 2. Goals for Agencies. In implementing the policy set forth in section 1 of this order, the head of each agency shall:

f) ensure that (i) new construction and major renovation of agency buildings comply with the Guiding Principles for Federal Leadership in High Performance and Sustainable Buildings set forth in the Federal Leadership in High Performance and Sustainable Buildings Memorandum of Understanding (2006), and (ii) 15 percent of the existing Federal capital asset building inventory of the agency as of the end of fiscal year 2015 incorporates the sustainable practices in the Guiding Principles;

Implementing Guidance language:

X. Sustainable Design/High Performance Buildings

E.O. 13423, sec. 2(f): In implementing the policy set forth in section 1 of this order, the head of each agency shall:

(f) ensure that (i) new construction and major renovation of agency buildings comply with the Guiding Principles for Federal Leadership in High Performance and Sustainable Buildings set forth in the Federal Leadership in High Performance and Sustainable Buildings Memorandum of Understanding (2006), and (ii) 15 percent of the existing Federal capital asset building inventory of the agency as of the end of fiscal year 2015 incorporates the sustainable practices in the Guiding Principles.

Sec. 3(a), excerpted, (e), and (f): In implementing the policy set forth in section 1 of this order, the head of each agency shall:

(a) implement within the agency sustainable practices for... (vii) high performance construction, lease, operation, and maintenance of buildings

(e) ensure that contracts entered into after the date of this order for contractor operation of government-owned facilities or vehicles require the contractor to comply with the provisions of this order with respect to such facilities or vehicles to the same extent as the agency would be required to comply if the agency operated the facilities or vehicles;

(f) ensure that agreements, permits, leases, licenses, or other legally-binding obligations between the agency and a tenant or concessionaire entered into after the date of this order require, to the extent the head of the agency determines appropriate, that the tenant or concessionaire take actions relating to matters within the scope of the contract that facilitate the agency's compliance with this order.

Technical Leads: DOE, GSA, EPA, and OFEE

Workgroup: Interagency Sustainability Working Group

A. Objectives

Each agency shall pursue the following objectives regarding high performance buildings:

- Reduction in life-cycle cost of facilities' environmental and energy attributes.
- Improvement in energy efficiency, water conservation, and utilization of renewable energy.

- Provision of safe, healthy, and productive built environments.
- Promotion of sustainable environmental stewardship.

To accomplish these objectives, each agency shall locate, design, construct, maintain, and operate its buildings and facilities in a resource-efficient, sustainable, and economically viable manner, consistent with its mission.

B. Requirements

(1) New construction and renovation. Beginning with the FY 2007 funding cycle, when planning the funding and design for construction of buildings that meet the agency-defined capital asset threshold, each agency shall meet or exceed statutory goals and address each of the five *Guiding Principles for Federal Leadership in High Performance and Sustainable Buildings (Guiding Principles)*¹. Written justification must be provided to OFEE and OMB if an agency proposes not to comply.

In order to apply the *Guiding Principles* to building projects, all business cases for new building construction or major renovations, developed per OMB A-11, Part 7, Section 300, shall incorporate the *Guiding Principles* to the greatest extent practicable. These requirements apply to construction of new Federal buildings; new, renegotiation, or extension of leases for Federal occupancy, or major renovation projects.²

(2) Existing buildings. In addition, by the end of 2015, agencies shall meet the 15 percent goal in E.O. 13423 section 2(f)(ii) for incorporating the sustainable practices in the *Guiding Principles* into their Federal capital asset building inventory. The 15 percent goal for existing buildings applies to an agency's full building inventory as it exists in FY 2015, including any new buildings brought on line and excluding any unneeded buildings disposed of or sold prior to 2015. Therefore, agencies should strongly consider incorporating sustainable practices into projects underway and selling or disposing of unneeded assets.

(3) High performance building plans. By August 15, 2007, and annually thereafter, each agency shall submit a plan to OMB and OFEE, which addresses how the agency will ensure that (1) all new facilities and renovation projects implement design, construction, and maintenance and operation practices in support of the sustainable design/high-performance buildings goals of the E.O. and statutory requirements and (2) existing facilities' maintenance and operation practices in support of the goals of the E.O.

Within 45 days of the issuance of the implementing instructions, OMB will issue guidance identifying required components to be addressed in the agency plans. At a minimum, the plans shall address the following:

- Employment of integrated design principles, optimization of energy efficiency and use of renewable energy, protection and conservation of water, enhancement of indoor environmental quality, and reduction of environmental impacts of materials in accordance with the *Guiding Principles* and the other building and construction-related E.O. 13423 goals and instructions.
- An assessment of policy, criteria, contracts, and other areas, identifying gaps in the agency's sustainable building program.

¹ The *Guiding Principles* are set forth in the 2006 *Federal Leadership in High Performance and Sustainable Buildings Memorandum of Understanding*.

² The agency determines the threshold for major renovation projects.

- Key action items, including major milestones and responsible parties.
- In addition, all government-owned military housing shall incorporate the sustainable design/high performance building goals/principles described in section 2(f) of the E.O.

C. High Performance Federal Buildings Database

Each agency shall report its success stories and lessons learned for at least one major building project per year into the High Performance Federal Buildings Database, www.eere.energy.gov/femp/highperformance/index.cfm, unless the agency does not have an applicable project to report. The Energy Star® rating of each facility's energy performance shall be included in each success story.

D. Leased Facilities

To the greatest extent practicable, each agency shall include a preference for buildings that meet the goals of the *Guiding Principles* in the selection criteria for acquiring leased buildings. When entering into leases for Federal occupancy, including the renegotiation or extension of existing leases, agencies shall include criteria encouraging lease provisions that support the *Guiding Principles*. Build-to-suit lease solicitations shall incorporate criteria for sustainable design and development, energy efficiency, and verification of building performance in accordance with the *Guiding Principles*.

E. Technical Guidance

Technical Guidance for implementing the *Guiding Principles* and other best practices developed by the Interagency Sustainability Working Group (ISWG) can be found in the Whole Building Design Guide, www.wbdg.org. Contents of the WBDG include clarification of requirements; related mandates; additional recommendations and considerations; and resources for implementation, including model contract and specification language per the *Federal Green Construction Guide for Specifiers*.

The ISWG shall review the *Guiding Principles* and Technical Guidance periodically for updates and to consider adopting additional principles or goals addressing issues such as conservation plantings, integrated pest management, deconstruction, and siting.